

## TO ALL SOIL CLASSIFIERS LICENSED IN SOUTH CAROLINA:

You are required to renew your license as a professional soil classifier in South Carolina on or before January 31, 2013, in order to continue practicing in this state. [Online renewal is now available](#). Renewal instructions including your USERID and password were mailed on November 5, 2012. If you do not receive your renewal form by November 15, please contact Sherri Moorner at [sherri.moorner@llr.sc.gov](mailto:sherri.moorner@llr.sc.gov).

The Soil Classifiers Advisory Council changed to biennial licensure periods for individuals. This means when you renew your license, it will be valid until January 31, 2015.

**CONTINUING EDUCATION:** You must have obtained a total of **six hours** of continuing education **between February 1, 2011, and January 31, 2013**. Five CE hours must be in topics related to safeguarding life, health, property and promoting public welfare. One CE hour must be in the area of professional ethics roles, responsibilities, and conduct of professional soil classifiers, or review of the SC Statute and Regulations. You do not need to send CE documentation when you renew. If you are chosen for audit, the Board will send you a separate notice.

**FIRST-TIME LICENSEES:** If this is the first renewal period for your S.C. licensure, you are exempt from the continuing education requirements for this reporting period. **If your S.C. license was issued on or after February 1, 2011, this exemption applies to you.** When completing the CERTIFICATION statement on the online renewal web site, please check the exemption for "FIRST-TIME REGISTRANT".

**LICENSEES ON ACTIVE MILITARY DUTY:** Individuals serving on active military duty are exempt from continuing education requirements while serving. If you are claiming this exemption, **DO NOT RENEW ONLINE**. Contact the Board by e-mail at [sherri.moorner@llr.sc.gov](mailto:sherri.moorner@llr.sc.gov) and type "Registrant on Active MilitaryDuty" in the subject line. Please include your name, license number and proof of active duty when making the request.

**PERSONAL HARDSHIPS:** Personal hardship cases are considered on an individual basis. If you have experienced physical disability or extended illness, please submit a written explanation, a recent statement from a currently licensed physician, or medical records as evidence that the disability or illness prevented participation in continuing education activities. The hardship request must be submitted in writing to the Board *no later than January 1, 2013*. If you are requesting a personal hardship, **DO NOT RENEW ONLINE**. Please contact the Board office at [sherri.moorner@llr.sc.gov](mailto:sherri.moorner@llr.sc.gov) and type "Personal Hardship" in the subject line.

**IF YOU DO NOT WISH TO RENEW YOUR LICENSE,** please contact the Council by e-mail at [sherri.moorner@llr.sc.gov](mailto:sherri.moorner@llr.sc.gov) and indicate in the subject line, "Do not wish to renew". Please include your name and license number. If you later wish to renew, you may do so until January 31, 2016 by submitting the completed [Reinstatement Application](#) and the \$250 reinstatement fee to the Council. If you do not reinstate your license before January 31, 2016, you must file a new application accompanied by the application fee (\$25) and get approval from the Council.

If you cannot renew online, please go to the [Council web site](#) and download the [paper renewal form](#). The Council **will not** be able to accept requests for forms by phone, fax or e-mail.

Frequently Asked Questions (FAQ's) are posted on the [Council's web-site](#) regarding [continuing education](#) and the [renewal process](#). Please review this information before calling the Council office. If you still have questions, please contact the Council office at (803) 896-4408.